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STATE OF DELAWARE
SINGLE POINT OF CONTACT – SPOC
INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS
Office of Management and Budget
Haslet Building, 3rd Floor, Dover, Delaware 19901
(302) 739-4206

1. STATE APPLICATION IDENTIFIER: 09-03-18-04		SPOC use ONLY	Month 06	Reviewer MB	CC's R
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2. Applicant Project Title: *Weatherization Assistance Program, American Recovery and Reinvestment Act (ARRA)*

3. Applicant Department: <i>Delaware Health and Social Services</i>	4. Applicant Division/APU: <i>DSSC / Office of Community Services</i>
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5. Applicant Address: *1901 N. DuPont Highway, Charles Debnam Building, New Castle, DE 19720*

6. Contact Person: <i>G. Kenneth Davis, Jr.</i>	7. Contact Person's Phone Number: <i>302-255-9894</i>
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8. Signature of Secretary or Agency Head (for state agencies) or Chief Administrator (for all other applicants)

Mary Dupont, Designee for Rita Landgraf, Secretary

9. Federal Grantor Department: <i>Department of Energy</i>	10. Federal Sub-Agency:
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11. Federal Contact Person: <i>Magda Rivera</i>	12. Phone Number: <i>304-285-1359</i>
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13. Address: *National Energy Technology Laboratory, U.S. Department of Energy, 3610 Collins Ferry Road, P.O. Box 880, Morgantown, WV 26507-0880*

14. Federal Program Title: <i>Weatherization Assistance Program, American Recovery and Reinvestment Act (ARRA)</i>	15. FEDERAL CATALOG NO: (CFDA) <i>81 042</i>
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16. Project Description:

American Recovery and Reinvestment Act (ARRA) project installs energy efficiency improvements in the homes of low-income persons to reduce their energy consumption and improve their health and safety.

17. Will funds be utilized for any technology initiatives? ☐ Yes ☒ No If so, Business Case Number and brief project summary:

18. Measurable Objectives:

a. What were last year's objectives?

To provide weatherization assistance to 431 homes.

b. Were these objectives met? (If not, please explain why)

The program is currently on schedule to meet the objective.

c. What are this year's objectives?

To provide weatherization assistance to 1,526 homes over the next three (3) years (4/1/09 – 3/31/12).

(If more space is needed, please attach a separate sheet of paper)

19. Grant Period:

From: 04/01/08

To: 03/31/12

20. How many years has this project been funded:

32 years

21. If the project was awarded?

\$731,419.58

ended last year, how much federal money was

22. Source of funding for this application:

Dollars

a. Federal grant

DOE DE-EE0000174

13,733,668

b. Other federal funds
(Specify source of funding)

0

c. Required state contribution
(Specify source of funding)

0

d. Discretionary state contribution
(Specify source of funding)

0

e. Required local contribution
(Specify source of funding)

0

f. Other non- federal funds
(Specify source of funding)

0

TOTAL

13,733,668

23. Budget by cost category and source:

Federal
FundsState
FundsOther
FundsTotal
Funds

Salaries & Fringe Benefits

140,550

0

0

140,550

Personal or Contractual Services

13,536,895

0

0

13,536,895

Travel

15,000

0

0

15,000

Supplies & Materials

15,000

0

0

15,000

Capital Expenditures

0

0

0

0

Audit Fees

2,000

0

0

2,000

Indirect Costs

14,997

0

0

14,997

Other

9,226

0

0

9,226

TOTAL

13,733,668

0

0

13,733,668

24. How many positions are required for the project? (Exclude casual/seasonal employees)

Breakdown of position(s)

Authorized in
State BudgetNew Positions
Required

Total

Paid for out of federal funds

50

0

50

Paid for out of General Funds

0

0

0

Paid for out of state special funds

0

0

0

Paid for out of bond/local/other funds

0

0

0

TOTAL

50

0

50

25. PLEASE NOTE: On a separate piece of paper, please give position number, grade, yearly salary and percent of funding (federal, state, local, other) and the full-time equivalent for all positions required. Please identify the new positions by placing an asterisk before the position title. If this grant funds positions within other departments, divisions and/or offices, please list them. If a position has been reallocated to or from another grant please indicate the grant source.

PERSONNEL SUMMARY
Weatherization Assistance Program (WAP)
American Recovery and Reinvestment Act (ARRA)
Program Years 2009 - 2012

BP NUMBER	POSITION TITLE	PAYGRADE	FTE'S		SALARY	
			STATE	FEDERAL	STATE	FEDERAL
9272	Social Services Administrator	16		0.50		97,620.00
SUB-TOTAL			0.00	0.50	0.00	97,620.00
FRINGE AT 25.44 %						24,834.52
HEALTH INSURANCE						18,095.48
TOTAL			0.00	0.50	0.00	140,550.00

NOTE: FTE AND SALARY FIGURES SHOULD REFLECT ONLY THAT PORTION ASSOCIATED WITH THE GRANT.

DIVISION OF MANAGEMENT SERVICES
MAY 1993

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**DIRECTOR'S OVERVIEW
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
WEATHERIZATION PROGRAM STATE PLAN
PROGRAM YEAR 2009 - 2012**

Introduction

The Director's Overview provides a summary of the ARRA Weatherization Assistance Program (WAP) State Plan for Program Years 2009- 2012. The program year for the ARRA state plan begins on April 1, 2009 and ends March 31, 2012. The state plan should be submitted to the Lt. Governor's Office and the SPOC by April 17, 2009 and to the U.S. Department of Energy (DOE) through FedConnect by May 12, 2009.

Federal Application (State Plan)

The state plan contains an Annual File Master File and five (5) attachments. The Annual File includes the federal application (SF-424), Budget Information and Program Narrative. The Master File contains program information that does not change annually. The five attachments are 1) the Training and Technical Assistance Plan, 2) Health and Safety Plan, 3) Rental Procedures, 4) Organizational Chart 5) Public Hearing Transcript and 6) Clearinghouse Approval Letter. Attachment number 6 will be forwarded to the DOE under separate cover at a later date.

SF-424

The SF-424 provides general information and summarizes the amount and types of funds proposed for use in the program. The form was previously submitted as part of the Initial Application to DOE on March 18, 2009 in accordance with instructions in the Funding Opportunity Announcement.

Budget Information

A total of \$13,733,668 of DOE funds is budgeted for weatherization assistance, administration, and training and technical assistance in the federal application. No LIHEAP, Utility or State Funds are included in the ARRA State Plan.

Program Narrative

The Program Narrative describes weatherization production, monitoring, training and technical assistance, type of work planned, estimate of the amount of energy saved, tentative allocations by county, average cost per dwelling unit, energy audit procedures, and sub-grantee selection. A minimum of 1,526 homes will receive weatherization assistance over a 3 year period. The tentative allocations for the number of homes to be weatherized in each county are as follows: 800 in New Castle County, 726 in Kent and Sussex Counties. The American Recovery and Training Act (ARRA) funds compliment the existing base weatherization program funding administered by the Division of State Service Centers.

When these funds are combined with \$4,249,039 of base grant program, the division will serve over 1,100 homes a year for the next three years while creating new jobs and business opportunities.

Sub-grantee selection is based on and RFP process and comments received at the public hearing. The following sub-grantees will administer weatherization projects for the coming program year. Neighborhood House, Inc. will administer a project in New Castle County and First State Community Action Agency will administer projects in Kent and Sussex Counties. The Office of Community Services will conduct a public hearing for the Weatherization Program on Thursday, April 30, 2009 from 10:00 a.m. to 12:00 at the Williams State Service Center, 805 River Road, Dover, DE .

The sub-grantees will subcontract for energy audit, installation of energy efficiency improvements and quality control inspections in all homes statewide. The energy audit includes blower door analysis, infrared thermography, and furnace efficiency testing. The National Energy Audit (NEAT), Mobile Home Energy Audit and Multi-family Energy Audit house data forms will be completed for each dwelling unit to guide the installation of cost-effective energy efficiency improvements by private construction and heating contractors.

The types of weatherization work planned include shell measures and base load measures: Shell measures include: air sealing to reduce air infiltration; insulation and ventilation, primary window and door installations to reduce general heat waste; and heating system modifications and replacements to increase the operating efficiency of the furnace and eliminate health and safety hazards. Base load reduction measures include refrigerator and gas range replacement to improve operating efficiency and eliminate hazardous gas emissions as well as installing low flow shower heads and compact fluorescent bulbs. The amount of energy to be saved through the installation of these measures is estimated to be roughly 20 percent. The 20 percent savings is based on findings of an evaluation of state weatherization programs by the U.S. Department of Energy.

The average amount of funds expended per dwelling unit for weatherization work is \$6,500. It is estimated that at least 30 percent or 458 homes served will require a furnace replacement in addition to standard weatherization assistance. The Division of State Service Centers/Office of Community Services (DSSC/OCS) will monitor the performance of the sub-grantees on a regular basis. The OCS will conduct an on-site visit at the sub-grantee locations to review their programmatic and financial procedures. The OCS will also review at least 30 percent of the client files and perform an on-site dwelling unit inspection of at least 30 percent of all homes completed during the program year.

In addition, the sub-grantees will extensively advertise for private contractors to increase their opportunities for participation in the program. Furthermore, the division will assist sub-grantees with processing subcontractor payments, tracking production and reporting. Finally, the division will assist sub-grantees in evaluating pre and post energy savings to document the effectiveness of the weatherization program.

A. Budget Comparison

The PY 08 State Plan included a budget of \$1,689,412 and provided for the weatherization of 431 homes. The first year of the ARRA and base grant budget includes \$9,222,928, which will provide for the weatherization of 1,125 homes; effectively more than doubling the number of homes served by the program. Audit fees, salary and OEC costs, as well as indirect costs are included in the ARRA State Plan budget. The indirect costs are calculated at an average of 15.243% on the federal portion of salary costs over the next three years. There is 1.0 FTE in the budget supported by federal funds, which is the same as the previous year.

B. Relationship to State Budget

Since all of the funds in the ARRA State Plan are federal funds, there is no impact on the State General Funds budget.

Assurances

There are several assurances that must be signed by the Division Director when submitting the ARRA application to DOE.

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET

Expiration Date: 6-30-09

Grant: DE-EE-0000174

Amendment: Initial

State: DE

Program year: 2009 - 2012

Budget period: 04/01/2009 - 03/31/2012

II.3 Subgrantees

Grantee	City	Tentative	
		Funding	Units
Subgrantee #1 Neighborhood House, Inc.	Wilmington	\$6,538,448.	763
Subgrantee #2 First State Community Action Agency, Inc.	Georgetown	\$6,538,447.	763
TOTALS		\$13,076,896.	1,526

II.4 WAP Production Schedule

Total Units (excluding reweatherized)	1,526
<hr/>	
Units by type (excluding reweatherized):	
Owner-occupied single-family site-built	
Single-family rental site-built	
Multi-family	
Owner-occupied mobile home	
Renter-occupied mobile home	
Shelter	
Units by occupancy:	
Elderly	
Persons with disabilities	
Native American	
Children	
High residential energy user	
Household with a high energy burden	
Other unit types:	
<hr/>	
Rewatherized Units	0

U.S. Department of Energy

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET (continued) Expiration Date: 6-30-09Grant: DE-EE-0000174Amendment: InitialState: DEProgram year: 2009 - 2012Budget period: 04/01/2009 - 03/31/2012

Average Unit Costs, including Reweathering, Subject to DOE Program Rules	
VEHICLES & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)	
A Total Vehicles & Equipment (\$5,000 or more) Budget	
B Total Units Weatherized	1,526
C Total Units Reweatherized	0
D Total Dwelling Units to be Weatherized and Reweatherized (B + C)	1,526
E Average Vehicle & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
AVERAGE COST PER DWELLING UNIT (DOE RULES)	
F Total Funds for Program Operations	\$9,918,820.
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)	1,526
H Average Program Operations Cost per Unit (F divided by G)	\$6,500.
I Average Vehicle & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J Total Average Cost per Dwelling (H plus I)	\$6,500.

II.5 Energy Savings

Method used to calculate energy savings:

WAP algorithm

☒

Other (describe below)

☐Estimated energy savings: 48,435 (MBtu)Estimated prior year savings: 13,679.94

Actual: 0

If variance is large, explain:

II.6 Training, Technical Assistance, and Monitoring Activities**Monitoring:**

Administrative Review - Two administrative reviews are planned for the program year 2009. One review will be completed during the second quarter (July - September), and the other review will be conducted during the third quarter (October - December).

Client File Review - Ten percent (10%) of the client files will be reviewed during the program year. The Weatherization Program Manager will review a total of 52 files. He will review 26 files during the second quarter and 26 during the third quarter.

Site Dwelling Unit Inspections - The program manager will perform a total of 26 on-site dwelling unit inspections during the program year, which represents 5% of all units completed. He will inspect 13 units during the second quarter and 13 during the third quarter.

Monthly Finance Report Review - The program manager will review the financial report from each of the two sub-grantees on a monthly basis.

Audit Review - Once a year, the program manager will review the Financial Audit report of each agency.

Training and Technical Assistance:

State T&TA - The Weatherization Program manager will attend the U.S. Department of Energy Conference and National NASCSP Conference, as well as Contractor Training & Monitoring Meetings during the program year. State of Delaware's T & TA activities also include mold and moisture awareness training, mobile home training, lead-based paint training for new and existing staff and contractors, and client education training.

Sub-grantee T&TA - Local agency weatherization program coordinators will attend the U.S. Department of Energy Conference and NASCSP Conference, as well as other training conferences offered throughout the region.

RESPONSE TO ARRA OBJECTIVES FOR DELAWARE'S ENERGY SECTOR


ARRA provides the largest increase in federal funding for weatherization in U.S. history. The commitment has several objectives, several of which are summarized below:

- Substantial improvement in energy performance of housing that serves the needs of low- and moderate-income families;
- Significant job creation through a concerted effort to provide shovel-ready work on behalf of energy-efficient low- and moderate-income housing;
- Major support for training that can create not only jobs, but careers in the emerging green energy economy;
- Stimulus to the local economy with jobs for underserved communities that assure living wages and benefits so that all members of our society participate in the green energy transition;
- Measured impacts to lower energy bills and greenhouse gas emissions so that our economy recovers and our environment is served positively by new era of development.
- Creation of a self-sustaining weatherization market that will maintain jobs and expand careers while serving national and global goals to shift to a green energy future.

While these objectives are challenging, Delaware's Weatherization Assistance Program intends to meet them. We project that the stimulus program will leverage new investments in Weatherization Program that will allow us to double the number of homes served by the end of the stimulus program period.

Below is a description of the new partnerships being developed to help the weatherization program meet the objectives of the ARRA:

1. The Delaware WAP has formed a partnership with the Delaware Energy Office (DEO) to coordinate efforts of both agencies in the residential sector to promote energy efficiency. This partnership will enable both programs to benefit from common actions to address common needs. For example; Delaware's WAP and the DEO will join in a pre-certification process of contractors and worker training requirements. This will allow us to take advantage of scale efficiencies and it will make both agencies more effective by creating a comprehensive approach to the development of the weatherization market.
2. WAP has designed the Affordable Energy Program of Delaware's unique Sustainable Energy Utility (SEU) and is partnering with this agency to secure additional, ongoing funds from several sources (including private markets) to ensure that a sustainable market for weatherization results from the large federal investment made under ARRA in this sector. The goal of doubling the yearly weatherization rate is premised on this partnership, which will sustain a high level of investment after the pump-priming ARRA fund effort concludes.
3. The Delaware WAP has formed a partnership with the Laborers International Union of North America Local 55 to immediately provide workforce training so that trained workers can carry out the mission of doubling the rate of weatherization. Local 55 and its LIUNA parent are purchasing a training facility and relevant equipment (e.g., blower door test technology) and are already instructing their trainers for delivery of 5-week intensive training modules.

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4. WAP is participating in a statewide consortium consisting of educational institutions, contractor representatives, the SEU, LIUNA and other labor representatives, the state's utility industry, state and local government to build a 'career ladder' for the weatherization sector. The consortium is chaired by a senior official of Delaware Technical and Community College and is preparing a coordinated program of certificate training, associate and 4-year degree opportunities to prepare and allow advancement of those securing jobs in the sector.
 5. In partnership with the SEU and DEO, Delaware's WAP has set an aggressive goal of 20% or greater improvement in energy performance with parallel goals of 20% reductions in energy bills and greenhouse gas emissions for weatherized homes. As part of its mission, the SEU is establishing evaluation and verification protocols that objectively measure program performance and provide feedback so that improvements can be made on the basis of sound analysis.
 6. With logistical, technical and financial support from DEO and the SEU, WAP is launching a pilot program for use of solar electric and other renewable energy technologies in order that the benefits of these approaches to meeting energy needs are shared by WAP clients.

Based on these new steps, Delaware's WAP is confident it can meet two central foci of ARRA, namely, job creation and market growth. Preliminary research by the Center for Energy & Environmental Policy at the University of Delaware conducted for WAP (see Table 1) indicates that our Plan will double the number of direct and indirect jobs associated with low- and moderate-income weatherization over the next three years. Because of the WAP-DEO-SEU-Local 55 partnership, the researchers conclude that Plan investments will lead to permanent job and market growth. The career ladder envisioned by WAP will create opportunities for the Delaware Program to be an anchor for expanded weatherization services to all Delaware households.

¹ The SEU was created by legislation in 2007 to promote energy efficiency, conservation and distributed renewable energy applications throughout the State. It addresses all fuels and all end users and is authorized to use tax-exempt bonds and other financial instruments, in conjunction with public funds, to leverage the benefits of sustainable energy options beyond the levels that public funding alone would achieve. For details, see <http://www.seu-de.org/> At the Middle Class Task Force Conference, convened on February 27, 2009 in Philadelphia and chaired by Vice President Joseph Biden, Delaware's SEU was praised as a model for the country's efforts to promote energy efficiency and renewable energy (http://www.americanprogressaction.org/issues/2009/02/podesta_task_force.html).

TABLE 1
ESTIMATED PERMANENT JOBS OF THE
DELAWARE WAP 2009-2012 PLAN

		<u>YR 2009-10</u>	<u>YR 2010-11</u>	<u>YR 2011-12</u>
		Millions of Funding \$ (DE WAP-SEU Partnership)		
		Annual Investment (in Million \$)		
		\$3.00	\$4.00	\$5.00
		Permanent DIRECT Jobs per Million \$		
		17.00	16.25	15.53
		Permanent TOTAL Jobs per Million \$ (DIRECT + INDIRECT Jobs)		
		44.63	42.66	40.77
		TOTAL New Jobs Added (DE)		
	(currently: ~65 WAP-related jobs)	69	106	139
		TOTAL WAP-SEU Partnership related Jobs (DE)		
	(currently: ~65 WAP-related jobs)	134	223	256

Source: Center for Energy & Environmental Policy, University of Delaware. Based on NASCSP December 2008 Discussion Paper, "Weatherization Assistance Program Economic Stimulus Expansion Plan;" and interviews of NASCSP and Delaware WAP officials.

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U.S. Department of Energy
Weatherization Assistance Program – **Production Schedule**

	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Annual Total
WEATHERIZED UNITS (TOTAL)					1,526
Weatherized units (\$1,600 average, as adjusted)					
Weatherized units (capital-intensive average)					
Owner-occupied single-family					610
Single-family rental					380
Multi-family					152
Owner-occupied mobile home					374
Renter-occupied mobile home					
Shelter					
UNITS BY OCCUPANCY					
Elderly-occupied					520
Persons with disabilities-occupied					500
Native American occupied					
Children occupied					506
OTHER UNIT TYPES					
Reweatherized (\$1,600 average, as adjusted)					0
Reweatherized (capital intensive average)					0
Low cost / no cost					0
TOTAL PEOPLE ASSISTED					4,578
Elderly					1,560
Persons with disabilities					1,510
Native Americans					
Children					1,508

Notes:

1. The sum of "Weatherized Units (\$1,600 Average, as adjusted)" and "Weatherized Units (Capital-Intensive Average)" must equal "WEATHERIZED UNITS (TOTAL)."
2. Both quarterly estimates and an annual total are required for "WEATHERIZED UNITS (TOTAL)", "Weatherized Units (\$1,600 Average, as adjusted)," and "Weatherized Units (Capital-Intensive Average)."
3. Only annual totals are required for the following categories: "Owner-Occupied Single-Family," "Single-Family Rental," "Multi-Family," "Owner-Occupied Mobile Home," "Renter-Occupied Mobile Home," and "Shelter."
4. The sum of "Owner-Occupied Single-Family," "Single-Family Rental," "Multi-Family," "Owner-Occupied Mobile Home," "Renter-Occupied Mobile Home," and "Shelter" must equal "WEATHERIZED UNITS (TOTAL)."
5. Only annual totals are required for the "UNITS BY OCCUPANCY" categories.
6. Due to overlap, the sum of "Elderly-Occupied," "Persons with Disabilities-Occupied," "Native American-Occupied," and "Children-Occupied" does not need to equal "WEATHERIZED UNITS (TOTAL)."
7. does not need to equal "WEATHERIZED UNITS (TOTAL)."
8. Only annual totals are required for the "OTHER UNIT TYPES" categories.
9. Both quarterly estimates and an annual total are required for "TOTAL PEOPLE ASSISTED."
10. Only annual totals are required for the "Elderly," "Persons with Disabilities," "Native Americans," and "Children" categories under the "TOTAL PEOPLE ASSISTED" heading.
11. Due to overlap, the sum of, "Elderly," "Persons with Disabilities," "Native Americans," and "Children" does not need to equal "TOTAL PEOPLE ASSISTED."

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(Production Schedule, Continued)

Gross Average Cost per Dwelling Unit (all funding sources)

Total funds, federal and non-federal, from Supplemental Schedule #1	\$13,733,668.
Total units to be weatherized, from front side of Production Schedule	1,526
Total units to be reweatherized, from front side of Production Schedule	0
Grand total units weatherized (B plus C)	1,526

Gross average cost per dwelling unit (A divided by D) \$9,000 (actual production costs average \$6,500. However, this amount includes overhead which incorporates administrative and training and technical assistance to the price).

Vehicles and equipment \$5,000 or more Health and Safety average cost per dwelling unit (if State does not budget by Standard and Capital Intensive Health & Safety) (DOE Rules)

Total of vehicles and equipment health and safety budget	0
Total units to be weatherized, plus planned reweatherized units from front side of Production Schedule (total from D)	0
Average vehicles and equipment health and safety cost per dwelling unit (F divided by G)	0

Average Cost per Dwelling Unit for Materials, Labor and Program Support (DOE Rule)

Total of funds for materials, labor and program support operations	\$9,918,820.
Total units to be weatherized, from front side of Production Schedule	1,526
Units to be reweatherized, from front side of Production Schedule	0
Total units (J plus K)	1,526
Average cost per dwelling unit for materials, labor and program support less Vehicles and equipment (I divided by L)	\$6,500.
Average cost per dwelling unit for vehicles and equipment health and safety (Total from H)	0
Total average cost per dwelling unit (M plus N)	\$6,500.

ENERGY SAVINGS ESTIMATE

II.45 ENERGY SAVINGS

Applicants shall provide an estimate of the amount of energy to be conserved, pursuant to §440.14(b)(c)(4). The estimate and the methodology used to estimate energy savings shall be clearly explained including the information sources for energy savings per unit. Applicants shall also quantify how much energy was saved in the preceding program year and compare it to the estimate given last year. Large variances between the estimate and the quantity determined to have actually been saved shall be explained. For states that have not developed a methodology for computing energy savings, applicants can use the following formula:

DOE Program	Amount	Line
Total DOE State Weatherization Allocation	\$13,733,668.	(a)
Total Cost associated with Administration, T&TA, Financial and Energy Audits or 15% of allocation	\$3,814,848.	(b)
Subtract the amount entered in line (b) from line (a), for total Federal (DOE) funds available to weatherize homes	\$9,918,820.	(c)
State Average Cost per Home or National WAP Program Year Average Cost per Home (i.e., PY2001 -\$2,500)	\$6,500.	(d)
Divide the amount entered on line (c) by the amount entered on line (d), for Total Estimated Homes to be Weatherized	1,526	(e)
Multiply (e) by 31.74 MBTU** for Total Annual Estimated Energy Savings resulting from DOE Appropriated funds	48,435	(f)
All Funding Sources		
Total funds (e.g., DOE-WAP, State, Leveraged, LIHEAP, and other non-Federal sources of funds) used by the State to weatherize homes	\$13,733,668.	(g)
Total cost associated with the administration of Weatherization funds or 15% of total funds available to weatherize homes	\$3,814,848.	(h)
Subtract the amount entered in line (h) from line (g), for total funds available to weatherize homes	\$9,918,820.	(i)
State Average Cost per Home or National WAP Program Year Average Cost per home (i.e., PY 1998 (i.e., PY2001 -\$2,500)	\$6,500.	(j)
Divide the amount entered on line (i) by the amount entered on line (j), for total Estimated Homes to be Weatherized	1,526	(k)
Multiply (k) by 31.74 MBTU** for Total Annual Estimated Energy Savings resulting from all funding sources	48,435.	(l)

** The 1989 National Weatherization Evaluation reported annual energy savings per home weatherized as 17.3 MBtus and 17.6 MBtus,

natural gas and all fuels, respectively. The 1996 Metaevaluation suggests that improved practices have produced 80% higher energy savings per dwelling today as compared to measured savings in 1989. These improvements translate into 1996 estimated energy savings of 31.2 MBtus and 31.7 MBtus, natural gas and all fuels, respectively.



ELIGIBLE POPULATION

1. The state has established procedures to ensure that only eligible dwelling units will receive weatherization assistance. A dwelling unit will be eligible for weatherization assistance when occupied by a family whose income is at or below 200 percent of "poverty" as determined in accordance with criteria established by the Director of the U.S. Office of Management and Budget and adopted by the State of Delaware. The Fuel Assistance Program handles client intake. Client eligibility is determined by the Division of State Service Centers/Office of Community Services (DSSC/OCS). When eligibility has been established, a waiting list for weatherization assistance is prepared and distributed to the sub-grantees by the OCS.
2. Weatherization assistance will be provided to clients on the waiting list that reside in single-family homes, mobile homes and multi-family units. Priority is given to households containing elderly persons, disabled residents and households with children.
3. The State has established procedures in a Landlord/Tenant Agreement for providing weatherization assistance to rental units to ensure that the benefits of weatherization assistance will accrue primarily to the low-income tenants residing in such units.
4. The State will ensure that grant funds will be used to supplement and not supplant state or local funds.
5. The weatherization program will coordinate with other federal, state, local or privately funded programs.
6. The State will ensure that any low-income members of an Indian tribe who apply for weatherization assistance shall receive benefits equivalent to the assistance provided to other low-income persons within the State.
7. No dwelling unit will be reported to DOE as complete until a final inspection has been performed on the unit and the quality of workmanship meets or exceeds the standards of the program.

Selection of area to be served

All three counties in the state of Delaware will receive weatherization assistance.



Priorities

Priority for weatherization assistance will be given to single-family dwelling units in which the elderly and disabled and children reside. A waiting list for weatherization assistance is created for each county prior at the start of the program year. The waiting list is comprised of eligible clients, who have expressed an interest in weatherization services while making an application to the Fuel Assistance Program.

CLIMATIC CONDITIONS

The average number of annual heating and cooling degree-days in the State of Delaware is 4,937 and 1,046 respectively, which indicates relatively mild climatic conditions. There are only slight variations in the number of heating and cooling degree-days among the three counties of the State. These numbers are based on a formula calculation found in the following information source: (Statistical Abstract of the United States, published by the U.S. Bureau of the Census)

WEATHERIZATION WORK

Type of Work to be Done

The type of weatherization work planned for the program year includes:

1. Performing a blower door test on each dwelling unit to determine the air exchange rate at 50 Pascals and identify possible points of air infiltration.
2. Conducting an infrared scan, before and after running the blower door, to locate thermal by passes.
3. Inspecting the heating distribution system to determine proper operation, performing a combustion efficiency test on the furnace, and inspecting the furnace venting system for health and safety problems.
4. Performing those measures necessary to reduce and/or eliminate general heat waste.
5. Installing other cost-effective measures at a dwelling unit as recommended by the National Energy Audit (NEAT), Mobile Home Energy Audit (MHEA) and Multi-Family Energy Audit such as insulation/ventilation, window and door replacement, furnace modifications or replacement, etc. in single-family, mobile homes and multi-family buildings.
6. Insulating the hot water tank and first 5 feet of hot and cold water lines at the hot water tank.
7. Installing roof coating and skirting on mobile homes to reduce air infiltration and general heat waste.



8. Installing heating system modifications and/or replacements, where necessary, including: furnace cleaning and tuning, installation of flame retention head burners in oil-fired furnaces, minor and major furnace repairs, and furnace replacement.
9. Correcting energy-related health and safety problems such as taking the necessary steps to eliminate high concentrations of Carbon Monoxide and Carbon Dioxide gases in homes.
10. Installing supplemental measures (incidental repairs) such as painting and etc., when necessary, to preserve and/or enhance basic weatherization measures.

Energy Audit Procedures

A priority list of measures based on the National Energy Audit (NEAT) and the Mobile Home Energy Audit (MHEA) are used to determine the cost-effective measures to install in single-family homes and mobile homes. In January 2004, the state submitted a re-verification of its energy audit procedure to the DOE approval. The Multi-Family Energy Audit will be used for these types of buildings.

Final Inspection

The sub-grantees contract with a private energy service company to perform quality control inspections in their weatherization programs. One hundred (100) percent of the homes are inspected to verify that the work has been completed in accordance with the energy audit. No dwelling unit will be reported to DOE as complete until a final inspection has been completed.

Analysis of Effectiveness

An analysis of the existence and effectiveness of weatherization projects carried out by the sub-grantees is performed by the state while monitoring sub-grantee performance each year. The effectiveness of the weatherization projects are assessed in accordance with the criteria contained in a Sub-grantee Monitoring Report Document, which is used to monitor sub-grantee performance in the state. Productivity between sub-grantees is based on an evaluation of the monitoring reports, as well as, Monthly Production Reports filed by the sub-grantees with the Office of Community Services. Monitoring and production reports form the basis for the development of state's training and technical assistance plans and activities for the sub-grantees. Presently, the state has not developed procedures for comparing energy savings between sub-grantees.

HEALTH AND SAFETY PROCEDURES

(See Attachment 3)



RENTAL PROCEDURES

The State has established procedures in a Landlord/Tenant Agreement for providing weatherization assistance to rental units to ensure that the benefits of weatherization assistance will accrue primarily to the low-income tenants residing in such units. (See Attachment 4)

PROGRAM MANAGEMENT

Organization

A description of the Delaware Health and Social Services, Division of State Service Centers, Office of Community Services (DHSS/DSSC/OCS) that administers the Delaware Weatherization Assistance Program is attached. The description or organizational chart illustrates how weatherization activities are structured within the organization. The organizational chart also shows the relationship of the Weatherization Program to other units within the DSSC. (See Attachment 5)

Administrative Expenditure Limits

For the American Recovery and Reinvestment Act (ARRA) stimulus grant, the state will not exercise the option of providing additional administrative funds to qualified sub-grantees as discussed in 440.18 (d) of the Weatherization Program Rules and Regulations.

Monitoring – Approach

The State's monitoring plan is as follows:

State's Role

The State will monitor the sub-grantees at least once during the program year and complete a comprehensive review of the sub-grantee operations.

Monitoring Visits

At the conclusion of each monitoring visit by State program personnel, the sub-grantees will be briefed on the observations and findings of the monitoring visit at the exit interview. Within 30 days, state personnel will prepare a written report of any findings and send them to the sub-grantees for corrective action. Noncompliance findings, unresolved within forty-five days, will be reported to the DOE NETL. Sensitive or significant noncompliance findings will be reported to NETL immediately.

Tracking

Major findings from sub-grantee monitoring visits and audit report will be tracked by the State to final resolution. The State's tracking system will include: findings, recommended corrective actions, deliverables, due dates, responsible parties, actions taken and final resolution.



Reporting

The State will report its plans, milestones and current monitoring status on the DOE Quarterly Program Report, which is submitted to NETL. The report will include: the number and type of monitoring visits scheduled and completed; significant findings; the status of the findings; significant corrective actions; current management issues (e.g. special training and technical assistance, success stories and special projects etc.). Sub-grantee monitoring trip reports will be available for review by NETL their monitoring of the state office.

Analysis

The State will summarize and review the audit and monitoring reports of the sub-grantees annually, and conduct an internal assessment of sub-grantee needs, strengths and weaknesses. The results of the assessment will be considered during annual planning and will be available in the State Office for review by DOE personnel during their state monitoring visit.

Training and Technical Assistance – Approach

The State's Training and Technical Assistance (T&TA) Plan is intended to maintain and increase the efficiency and effectiveness of the weatherization program at all levels. T&TA activities are also designed to help maximize energy savings; minimize production costs; improve the quality of workmanship; and reduce the potential for waste, fraud and mismanagement. The sub-grantees will be the primary recipients of T&TA. The T&TA plan illustrates how the state will identify and address the needs of the sub-grantees.

1. Assessment of Training Needs

The State will assess the training needs of the sub-grantees through informal discussions, regularly scheduled management meetings and monitoring visits. The training needs of private subcontractors will be assessed by the sub-grantees.

2. Types of Training Provided

The State will provide the following types of training to sub-grantee staff:

- a. Management Training - includes training in production management; subcontract management and financial management. Attendance at these meetings is mandatory for the program management personnel working in the weatherization program.
- b. Technical Training - includes training in energy auditing procedures, air sealing and construction techniques, heating systems, and quality control techniques. Attendance at these meetings is mandatory for the program management and quality control personnel. The sub-grantees are also encouraged to have their private weatherization subcontractors attend these training sessions.
- c. Sub-grantee staff is encouraged to attend management and technical workshops offered at the regional and national weatherization conferences.

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3. Training and Certification of Private Contractors

Starting this year, the state is developing training and certification requirements for private contractors that want to work in the weatherization program. See Private Contractor Training and Technical Assistance (Attachment #1).

4. Comparative Productivity

The State will contract with two sub-grantees for the administration of the weatherization program. Monthly production reports submitted by the sub-grantees will be used to compare productivity.

5. Assessment of T&TA Activities

The State will conduct an evaluation of its T&TA activities each year to assess the effectiveness and appropriateness of the activities.

Miscellaneous

The sub-grantees for the Weatherization Program are required to purchase Pollution Occurrence Insurance (POI) and provide evidence of such insurance to the Office of Community Services.

Delaware Private Contractor Training and Technical Assistance Plan

Workforce Demands for Weatherization and Energy Efficiency in Delaware

The American Recovery and Reinvestment Act (ARRA) recently passed by Congress and signed by President Barack Obama included a \$5 billion dollar investment in the Weatherization Assistance Program (WAP). The Weatherization Assistance Program is the largest residential energy conservation program in the nation. The WAP funds are used to improve the energy efficiency of low-income dwellings using the most advanced technologies and testing protocols available in the housing industry. In Delaware, the program saw over a twenty-fold increase to \$13.7 million (given that Delaware's average annual base grant from DOE has been \$500,000).

In addition to the increased funding for the WAP program, the ARRA included other monies that can be used for residential energy efficiency work including weatherization. Those sources include Community Development Block Grants to municipalities and counties for energy efficiency projects, funding for the State Energy Office, and programs for local housing authorities including home rehabilitation and energy efficiency for managed properties. The Division of State Service Centers is actively pursuing a strategy to partner with these entities. The different funding streams will create a demand for workers with training and experience weatherizing homes. The WAP program alone should create approximately 500 jobs for front-line workers in Delaware by 2010. This does not include additional energy efficiency jobs created by the other ARRA funded programs above.

Industry and Workforce Training Plan Using ARRA Funds

Of the \$13.7 million allocated to Delaware for weatherization, \$2.4 million is designated to be used for training and technical assistance. With these funds, the state is working with the two sub-grantees to implement a comprehensive training program designed to increase capacity in the industry and the workforce. Training dollars will be used specifically to increase the expertise and capacity of all of the contractors who implement Delaware's weatherization plan, and create 500 new jobs for unemployed Delawareans through training and apprenticeship programs. Below is a description of the proposed weatherization training strategy that will be carried out in conjunction with the actual weatherization of approximately 1,526 low-income homes, using ARRA funds over the next 3 years.

Existing Training Program Models

Currently, there are ten Weatherization Training Centers located around the country. These ten centers serve as training providers for weatherization workers in their state. A few of these offer training to agencies and contractors in neighboring states. The National Association for State Community Services Program (NASCSPP) offers semi-annual training for WAP staff through their national conferences. Individual contractors hired by the agencies provide training for their workers. So, while nationwide certifications are emerging for energy auditors, training for frontline weatherization workers lacks standardization and remains largely informal.

NASCSPP describes the training needed for frontline weatherization workers as follows: Classroom instruction is needed, but hands-on training is absolutely critical as is on-the-job mentoring and apprenticeship. Online training can be used to introduce trainees to basic building science principles, house-as-a-system concepts, and the whole-house approach to Weatherization. With the online introduction, subsequent classroom instruction and hands-on training will be more effective and can start at a higher level. Weatherization is best learned by doing, so the props and equipment setups that a training center can provide are key. NASCSPP and the U.S. Department of Energy (DOE) realize the need for recognized training programs at the state level. Their goal is to have at least one training center

per state. Weatherization work requires a conceptual understanding of building science and energy efficiency, as well as, hands on construction training that includes occupational safety and health training. The safety and health curriculum must include hazardous materials identification and handling to prepare workers that may encounter lead, asbestos and mold in the homes they are weatherizing.

Laborers 55 Proposal: Raising standards to improve outcomes

The Delaware Weatherization Program will partner with the Laborers International Union of North American (LIUNA), Local 55 to facilitate training for private contractor and their crews. As a union that represents construction workers, Local 55 is very interested in how public policy decisions shape industry standards. Weatherization employment appears ideally suited for residents of low-income neighborhoods where the work is performed, yet work regularly goes to contractors that employ locals. The Recovery Act takes an initial step toward establishing labor standards in the residential energy efficiency market by mandating that jobs funded through the Recovery Act pay prevailing wages. The weatherization program will work to ensure that training and employment opportunities are made available to residents of low income, high-unemployment neighborhoods who could benefit most from them.

First; the weatherization program will give preference to contractors who offer employer-paid family health coverage to all energy auditors, supervisors and installers whose wages are paid in whole or in part with Recovery Act funds. By allowing low-road employers to leave workers uninsured, the state of Delaware would subject responsible employers to unfair competition while weakening the impact of Recovery Act investments. Each dollar spent to cover the health care costs of an uninsured worker – whether through the state's Medicaid program or as an out-of-pocket individual expense – is a dollar that cannot be used to stimulate the economy through the purchase of goods and services.

Second: all providers of weatherization services will be required to meet basic competency standards, including a requirement that all employees supervising or performing energy audit or installation work complete a state recognized training program. The participation of all weatherization workers in effective training programs is a critical component of efforts to deliver high-quality services, secure the trust of the public, and create a platform for an emerging residential energy efficiency sector. At the same time, participation in certified training programs provides opportunities for weatherization workers to gain the skills and credentials needed to build successful careers in the construction industry. For contractors who are new to the weatherization business, the training and technical assistance dollars which are available through the ARRA, will be used to provide this training and credentials, thereby increasing the opportunities for new contractors to enter the field.

Third: all employers receiving Recovery Act funds to provide residential energy efficiency services will be required to utilize currently enrolled trainees or graduates of programs that serve low-income communities to perform at least 33% of work hours. A training utilization standard that targets residents of low-income communities would create the kind of training-to-employment pipeline that both trainees and employers need to make local hiring goals into realities.

Delivering on the promise of green jobs and clean energy

Together, these standards would better secure the quality of jobs, services, and opportunities across the weatherization program. The promise of high-quality jobs and a clear pathway from training to employment will also make the program more attractive to community groups seeking employment opportunities for constituents; to employers seeking a skilled workforce; and to training providers seeking direct connections to jobs.

Ramping Up in Delaware: The Delaware Building Laborers Training and Education Fund

The Building Laborers Training and Education Fund (BLTAF) provides occupational and apprenticeship training programs for commercial, heavy and highway construction workers across the state. There are three training facilities located in New Jersey and one soon to be opened in Delaware. The training facilities are owned and operated by the BLTAF. The centers are credentialed to offer lead, asbestos and other hazardous materials training. The New Jersey Building Laborers Training and Education Fund has developed a 5-week weatherization worker training program. This training will begin in Delaware in the Spring of 2009. The course outline listed below is comprehensive and offers workers an entry into the residential construction sector. The course draws upon models and best practices from around the country. The program goal is to train 200 participants.

Participants would be paid \$100 a week, based on attendance and performance, plus a \$200 bonus upon successfully gaining employment of at least 20 hours per week. Payment would be made upon submission of a wage stub or letter from the employer stating that the enrollee has begun employment. Stipends will be paid only for actual days attended. The total cost of this program will be \$560,000 for 200 trainees who attain employment upon completion.

COURSE OUTLINE

Week 1: Construction Careers Orientation

Week 2: Craft Orientation, OSHA 10, CPR certification course, Hand Tool Recognition

Week 3: Hazardous Materials Awareness, Basic Plumbing and Electrical, Whole House System

Week 4/5 Hands on Weatherization Construction Training.

In addition to the Weatherization Worker Training Program, the NJ BLTAF is a certified Building Performance Institute (BPI) training provider offering the Building Analyst and Building Envelope certifications. The continuing education curriculum includes the Hazardous Worker Training Program (Lead, Asbestos and Mold Abatement), forklift certification, and additional residential construction hands-on training offerings. With its existing facilities and trainers the NJ BLTAF is the only training provider that can quickly ramp up and deliver the construction training needed to prepare workers for careers in energy efficiency and residential construction and should be recognized as a state-wide weatherization training provider.

The BLTAF can assist the State of Delaware to establish high quality standards for future energy efficiency training programs and establish a high road weatherization program to meet the goals of ARRA. This five week training program will be an excellent starting point for new trainees in the weatherization field as it will be offered free of charge. The BLTAF is also eager to partner with the state on the recruitment and training of a qualified weatherization workforce.

Delaware Technical and Community College (Stanton Campus in New Castle County) has developed a Basic Weatherization Maintenance Certification Program, which consist of six core courses. The courses include: Preparatory Mathematics, OSHA Construction Safety Course, Residential Wiring, Weatherization Theory and Basics, Weatherization Diagnostics, Lead Abatement and Lead Safe Work Practices. So, the State Weatherization Program will also partner with the college to provide training for sub-grantee and private contractor personnel. For more experienced contractors in pursuit of a recognized certification in the field, this program can be completed over a 21-month period. The ARRA Training and Technical Assistance funds will provide 100 full scholarships for workers interested in pursuing this avenue. The total investment comes to \$300,000 at \$3,000 per person.

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In lower Delaware, the Home Builders Institute (HBI), workforce development arm of the National Association of Home Builders) proposes to create an intensive training program in partnership with First State Community Action Agency (FSCAA) to accomplish the following:

- Equip low-income residents (18 years of age or older) of Kent and Sussex Counties with home weatherization and “green” building skills
- Certify their skills with the HBI “Pre Apprenticeship Certificate of Training” in green building techniques
- Improve trainees employability and basic academic (reading and math) skills;
- Put trainees to work in the WAP program weatherizing the homes of low income families under the close supervision of skilled tradesmen
- Place program completers into jobs related to the building trades
- Teach a subset of trainees the basic concepts and skills of entrepreneurship towards a goal of establishing themselves as independent contractors specializing in weatherization and energy efficient construction

Essentially, these three programs would expand the range of public and private contractors that FSCAA and Neighborhood House now uses for weatherization programs, allowing more families to be served. Such a program fulfills the Obama Administration’s goals for increased energy efficiency, job creation in high demand occupations, and immediate economic stimulus.

Program Description

1. Location: HBI proposes that one program be established in each of the three counties in Delaware: Kent and Sussex Counties.
2. Size: Each program would enroll 200 trainees over a three year period.
3. Eligibility:
 - a. Delaware resident aged 18 and older
 - b. Incomes of no more than 200 percent of the federal poverty level
 - c. Lacks a high school diploma or GED
 - d. Eligibility documentation would roughly parallel that required under the Workforce Investment Act or the current WAP program.
4. Recruitment: Recruitment would be accomplished through paid display advertising in area newspapers, public relations outreach to local television stations, word of mouth, and referrals by Delaware social services and other agencies.
5. Program Hours and Duration: Each program would operate two six-month classes each year of 30 trainees each on a “fixed entry/open exit” basis. Among the three programs a total of 200 people would be trained throughout the state. The program would meet from 8AM to 4PM Monday through Friday. Each class would begin the program together, but exit depending upon their individual progress, need for full time employment and interest.
6. Stipends: Participants would be paid \$100 a week, based on attendance and performance, plus a \$200 bonus upon successfully gaining employment of at least 20 hours per week. Payment would be made upon submission of a wage stub or letter from the employer stating that the enrollee has begun employment. Stipends will be paid only for actual days attended. The total cost of this program will be \$560,000 for 200 trainees who attain employment upon completion.

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7. Transportation: A van would be leased or purchased at each program location to transport trainees from the training site to the weatherization sites daily. Enrollees would be responsible for their own transportation to and from the training site.
8. Program Contents and Sequence:
- a. Situational Assessment: Thirty applicants would be chosen for a two-week “tryout” period of assessment for program suitability. Good attendance, punctuality, adherence to program rules and active participation would be required for acceptance. The basic academic skills of each applicant would be assessed using the Test of Adult Basic Education (TABE) Locator. Eye-hand coordination assessment would also be administered. Situational assessment would also include presentations and activities on workplace safety, tool identification and use, and workplace behaviors. During this two-week period, applicants could exit voluntarily or with cause without penalty to the program. At the end of the period, the 25 most suitable applicants (as determined by staff) would be formally enrolled in the program. The others could reapply for the next session if they wish.
 - b. Scheduling: Each class of 25 would be divided into two roughly equal groups. Each group would spend alternate weeks in classroom and hands-on training. This allows for relatively large numbers of individuals to be trained in small groups and sustains motivation by varying the activities.
 - c. Academic Remediation/Employability Skills: Trainees will spend alternate weeks in a classroom setting focusing on improvement of academic and job searching/keeping skills. Staff and trainees will use a curriculum developed by Paxen Learning, Inc. and in use at HBI’s training location in Sussex County, Delaware. The program will also use Paxen’s “GED Plus” curriculum, which has proven effective nationwide among a variety of different populations.
 - d. Hands-on Training: During alternate weeks, students will spend time in the training shop or on actual weatherization project job sites. Shops will be equipped with tools and materials normally used in weatherization and “green” building and provide training stations so afford hours of practice before weatherizing an actual house. A skilled tradesperson with at least five years of field experience will conduct the training. Once their skills are sufficiently developed, trainees will be transported to weatherization job sites. Depending on local needs, these student crews could weatherize homes themselves (under supervision of the instructor) or be teamed with other weatherization contractors. The instructor and students will use HBI’s Pre-Apprenticeship Certificate of Training (PACT curriculum), which is used successfully in 69 Job Corps centers nationwide and in 18 programs operated by HBI. The PACT curriculum has recently been updated to include “green” building techniques in accordance with standards adopted by the National Association of Home Builders. In addition, the PACT curriculum is recognized as a “national credential” by the U.S. Department of Labor.

For students interested in starting their own businesses, the instructor will teach them necessary skills such as marketing, cost estimation, project management, and record-keeping. HBI’s new entrepreneurship guide, “PACT Works!” will be used to help these students master these and other skills. Otherwise, the entrepreneurship students will work alongside the other trainees.



9. Continued Participation/Dismissal: Students may be exited from the program due to chronic absence, expressed lack of interest, for long-term illness or disability, or for major violations of program rules and procedures.
10. Job Placement/Retention Followup: Long-term employment with wage progression is a major goal of the program. Program staff will be specifically charged with preparing trainees for employment and securing job leads in their communities. Placement efforts will begin shortly after each program cycle begins. The goal Placements will be documented by the submission of a wage stub or letter from the employer stating that the trainee has completed at least one day on the job. Job retention will be tracked at 30, 60 and 90 days via telephone or in-person contact between staff and trainees.
11. Staffing: The program would be implemented by the following staff in each of the locations.
 - a. Program Coordinator: In charge of administrative duties, recruitment, placement, follow-up and case management. This would be a full-time employee of HBI.
 - b. GED/Employability Instructor: Responsible for teaching the Paxen GED and employability skills curricula. This would be a full-time employee of Paxen.
 - c. Trades Instructor: This person would be in charge of all weatherization and related training, for transporting trainees to job sites, and partially responsible for job placement.
12. Facilities/Equipment: For smooth implementation and maximum success, each program location would need the following basic equipment and facilities:
 - a. A heated/air conditioned and furnished classroom of sufficient size for 13-15 trainees and equipped with a computer network linked to the Internet.
 - b. A shop of sufficient size to accommodate 13-15 trainees, as well as tools, equipment and training stations. Since trainees spend alternate weeks in the classroom and the shop, these two facilities must be separate.
 - c. Tools and equipment related to weatherization.
 - d. A van or some other means of transporting trainees from the shop to work sites.

Training for Private Contractors

Finally, Delaware will enlist the services of the Weatherization Training College in Williamsport PA to provide workshops and professional development in state-of-the-art practices for private contractor crews who are engaged by the sub-grantees to perform the weatherization work under the ARRA. The College is widely recognized as a technology leader in building science and energy efficiency training, and is a program of Pennsylvania State University. Delaware contractors will be able to take advantage of this high level training opportunity as the state will bring the staff of the Weatherization Training College to Delaware to conduct the training on site. Contractors will receive a stipend to attend the training.